

Personal Trainer Job Description

Overall Responsibility: Train fitness centers members one-on-one according to outlined policies, expectations and responsibilities.

Specific Functions:

1. Create and demonstrate a safe and effective exercise program for members of the fitness centers in accordance with the personal trainer coordinators and fitness center manager.
2. Maintain professional standards among clients. These standards include: punctuality, proper attire and the creation and maintenance of a friendly, safe and motivating training relationship.
3. Constantly strive for excellence in the personal training position at the fitness centers. Serve as a knowledgeable and responsible information source to all members.
4. Contact and set up initial meeting within **two** days of receiving information from personal training coordinators
5. Properly complete and turn in all paperwork within **two** days of last training session with clients.
6. Train at least two clients at all times unless prior arrangements have been made with personal training coordinators, graduate assistant or fitness center manager.
7. Assist in the coordination of yearly Bench Press Championships, Health and Wellness Week and other potential health related programs.
8. Attend all personal trainer staff and training meetings.
9. Attend all mandatory staff meetings, including continuing education sessions.
10. Report to personal trainer coordinators bi – weekly on the progress of client's and/ or with any training questions.
11. Consistently keep up with clients throughout the semester and report to personal trainer coordinator if scheduling problems do occur.
12. Client training sessions will be limited to: 3 weeks or 12 sessions (whichever comes first is the last session). **NO EXCEPTIONS!**

Qualifications:

Must maintain a 2.0 G.P.A
CPR certification
Successful completion of Personal Training Course

Hours:

Hours are very flexible. A minimum of 2 and a maximum of 5 hours per week will be spent training any particular client.

Rate of pay: 8.00 per hour